AGENDA FOR THE REGULAR MEETING OF THE BOARD OF SUPERVISORS COUNTY OF LOS ANGELES, CALIFORNIA

TUESDAY, NOVEMBER 19, 2019, 9:30 A.M.

BOARD HEARING ROOM 381B

KENNETH HAHN HALL OF ADMINISTRATION 500 WEST TEMPLE STREET LOS ANGELES, CALIFORNIA 90012

> Janice Hahn Chair Fourth District

Hilda L. Solis Supervisor First District

Sheila Kuehl Supervisor Third District



Mark Ridley-Thomas Supervisor Second District

> Kathryn Barger Chair Pro Tem Fifth District

Executive Officer Celia Zavala

AGENDA POSTED: November 14, 2019

MEETING TELEVISED: Wednesday, November 20, 2019 at 10:00 p.m. on KLCS

Assistive listening devices, agenda in Braille and/or alternate formats are available upon request. American Sign Language (ASL) interpreters, other auxiliary aids and services, or reasonable modifications to Board meeting policies and/or procedures, such as to assist members of the disability community who would like to request a disability-related accommodation in addressing the Board, are available if requested at least three business days prior to the Board meeting. Later requests will be accommodated to the extent feasible. Please telephone the Executive Office of the Board at (213) 974-1426 (voice) or (213) 974-1707 (TTY), from 8:00 a.m. to 5:00 p.m., Monday through Friday.

Supporting documentation is available at the Executive Office of the Board located at the Kenneth Hahn Hall of Administration, 500 W. Temple Street, Room 383, Los Angeles, California 90012, and may also be accessible on the Board of Supervisors' website at http://bos.lacounty.gov/

Máquinas de traducción disponibles a petición. Si necesita intérprete para las juntas de los Supervisores del Condado de Los Angeles, por favor llame (213) 974-1426 entre las horas de 8:00 a.m. a 5:00 p.m., lunes a viernes, con tres días de anticipación.

Invocation led by Pastor John Richard, Castaic Community Church, Santa Clarita (5).

Pledge of Allegiance led by Ana Judith Arias, Member, American Legion Post No. 51, Whittier (4).

I. PRESENTATIONS

Presentation of plaque to the Honorable Akira Muto, commemorating his appointment as new Consul General of Japan in Los Angeles, as arranged by the Chair.

Presentation of scroll to Mary Weaver, in recognition of her retirement from her role as Executive Director of Friends Outside in Los Angeles County, as arranged by Supervisor Barger.

Presentation of pet(s) to the television audience for the County's Pet Adoption Program, as arranged by Supervisor Barger.

Presentation of scroll to Jaime Martín, in recognition of his new leadership position as Music Director of the Los Angeles Chamber Orchestra, as arranged by Supervisor Solis.

Presentation of scroll to the Neighborhood Music School, in recognition of providing low-cost music instruction and scholarships to Boyle Heights students, as arranged by Supervisor Solis.

Presentation of scroll to the Immaculate Heart Community, in recognition of "Corita Kent Day," in honor and celebration of world-renowned artist Corita Kent, as arranged by Supervisor Ridley-Thomas.

Presentation of scrolls to the Los Angeles Native American Indian Commission and the Native American Veterans Association, in recognition of the 100th Anniversary of the United States Congress granting citizenship to American Indian Veterans, as arranged by Supervisor Ridley-Thomas.

Presentation of scroll to Kelly Lytle Hernández for her groundbreaking justice reform research, as arranged by Supervisors Kuehl and Ridley-Thomas. (19-0286)

General public comment may be taken up immediately after presentations, which may be followed by agenda items not held for discussion by Supervisors.

II. GENERAL PUBLIC COMMENT

Opportunity for members of the public to address the Board on items of interest that are within the subject matter jurisdiction of the Board. (12-9998)

III. SPECIAL DISTRICT AGENDAS

AGENDA FOR THE SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE NEWHALL RANCH SANITATION DISTRICT OF THE COUNTY OF LOS ANGELES TUESDAY, NOVEMBER 19, 2019 9:30 A.M.

SD-1. Newhall Ranch Sanitation District of Los Angeles County Recommendations

- Recommendation: Regarding the Newhall Ranch Specific Plan and Wastewater Revenue Program:
 - a) Introduce and waive reading of the following ordinances in their entirety:

An ordinance prescribing fees, tolls, rates, rentals or other charges for services and facilities furnished by or through Newhall Ranch Sanitation District of Los Angeles County, and providing for the collection of such charges (Master Service Charge Ordinance);

An ordinance prescribing fees for the privilege of connecting any parcel or industrial operation within the boundaries of Newhall Ranch Sanitation District of Los Angeles County, directly or indirectly to the sewerage system, or for increasing the strength and/or quantity of wastewater attributable to a connected parcel or industrial operation within the District, and providing for the collection of those charges (Master Connection Fee Ordinance);

An ordinance prescribing the service charge rate and mean loadings per unit of usage for Newhall Ranch Sanitation District of Los Angeles County, and providing for the collection of such charges on the tax roll (Service Charge Rate Ordinance);

An ordinance prescribing industrial wastewater surcharge rates for Newhall Ranch Sanitation District of Los Angeles County (Surcharge Rate Ordinance);

An ordinance prescribing the connection fee rate and mean loadings per unit of usage for Newhall Ranch Sanitation District of Los Angeles County (Connection Fee Rate Ordinance);

An ordinance prescribing fees for the annexation of territory to Newhall Ranch Sanitation District of Los Angeles County (Master Annexation Fee Ordinance); and

An ordinance prescribing the annexation fee rates for Newhall Ranch Sanitation District of Los Angeles County (Annexation Fee Rate Ordinance);

- b) Order the wastewater service charge report, containing a description of each parcel and amount of proposed wastewater service charge for Fiscal Year 2020-21 for each parcel, filed with the Clerk of Board of Directors of the District; and
- c) Advertise and set December 10, 2019 for public hearing on the wastewater service charge report. (19-7291)

<u>Attachments:</u> Board Letter

AGENDA FOR THE MEETING OF THE LOS ANGELES COUNTY DEVELOPMENT AUTHORITY TUESDAY, NOVEMBER 19, 2019 9:30 A.M.

1-D. Boys and Girls Club of Los Angeles Harbor Community Development Block Grant Funding

Recommendation as submitted by Supervisor Hahn: Authorize the Executive Director of the Los Angeles County Development Authority to execute a Community Development Block Grant (CDBG) Reimbursable Contract with the Boys and Girls Club of Los Angeles Harbor, using \$180,750 in CDBG funds allocated to the Fourth Supervisorial District, effective after execution by all parties through June 30, 2020. (19-7353)

Attachments: Motion by Supervisor Hahn

2-D. Permanent Rent Stabilization and Interim Rent Stabilization Ordinances

Revised recommendation: Authorize the Executive Director of the Los Angeles County Development Authority to retain consultants as necessary to implement the Rent Stabilization Ordinance and Interim Rent Stabilization Ordinance; instruct the Executive Director, to work in consultation with the Chief Executive Officer and County Counsel and the Director of Consumer and Business Affairs, to develop program space and identify funding requirements and resources necessary to implement the ordinances in the Fiscal Year (FY) 2019-20 Mid-Year Budget Adjustment letter and the FY 2020-21 regular budget process identify up to \$967,000 in one-time funding costs related to the activities concerning rent stabilization, tenant protections and related matters; authorize the Executive Director to execute, and/or amend, a funding agreement with the County for an amount not to exceed \$967,000, alternatively, if necessary, authorize the Executive Director to amend a memorandum of agreement with the Department of Consumer and Business Affairs and/or the Chief Executive Office for use of the funds for enforcement of consumer protection laws; and authorize the Executive Director to accept and incorporate up to \$967,000, as needed, into the Los Angeles County Development Authority's approved Fiscal Year 2019-20 budget and future fiscal year budgets. (Department of Consumer and Business Affairs and the Los Angeles County Development Authority) APPROVE (Relates to Agenda Nos. 3-D, 20, 21, 26, 51, 52, 54, 55 and 56) (Continued from the meeting of 11-12-19) (19-7254)

3-D. Interim Mobilehome Rent Regulation and Permanent Mobilehome Rent Stabilization Ordinance

Recommendation: Authorize the Executive Director of the Los Angeles County Development Authority (LACDA) to retain consultants as necessary to implement the Permanent Mobilehome Rent Stabilization Ordinance and the Interim Mobilehome Rent Regulation Ordinance; instruct the Executive Director, in consultation with the Chief Executive Officer, County Counsel and the Director of Consumer and Business Affairs, to identify up to \$967,000 in one-time funding for costs related to the activities concerning rent stabilization, tenant protections and related matters; if necessary, authorize the Executive Director to execute, and or amend, a funding agreement with the County for an amount not to exceed \$967,000, alternatively, if necessary, authorize the Executive Director to amend a memorandum of agreement with the Department of Consumer and Business Affairs and/or the Chief Executive Office, for use of the funds for enforcement of consumer protection laws; and authorize the Executive Director to accept and incorporate up to \$967,000 as needed, into the LACDA's approved Fiscal Year 2019-20 budget and future fiscal year budgets. (Los Angeles County Development Authority and Department of Consumer and Business Affairs) APPROVE (Relates to Agenda Nos. 2-D, 20, 21, 26, 51, 52, 54, 55 and 56) (19-7327)

IV. CONSENT CALENDAR

All matters are approved by one motion unless held.

BOARD OF SUPERVISORS 1 - 17

1. Appointments to Commissions/Committees/Special Districts

Recommendation for appointment/reappointment for the following Commissions/Committees/Special Districts (+ denotes reappointments): **Documents on file in the Executive Office**.

Supervisor Kuehl

Katharine Yaroslavsky, Economic Development Corporation of Los Angeles County

Supervisor Barger

Chris Otero+, Personal Assistance Services Council; also waive limitation of length of service requirement pursuant to County Code Section 3.100.030A

<u>California Chapter, American College of Emergency Physicians</u>
Atilla Bernhard Uner, M.D.+, Emergency Medical Services Commission

Hollywood Chamber of Commerce

Berenice Nuñez Constant, Workforce Development Board

In Lieu of Election

- Robert E. Garth+ and Jeffrey A. McCracken+, Green Valley County Water District
- Gerrie G. Kilburn+ (Division 1), Timothy J. Eldridge+ (Division 4) and David L. Moritz (Division 5), Kinneloa Irrigation District
- Spencer L. Soohoo+ (Division 2), Anthony D. Angelica+ (Division 5) and Marvin Collins (Division 3), La Cañada Irrigation District
- Tim Clark+ and Leo C. Thibault+, Littlerock Creek Irrigation District
- D. Keith Harter+ and Carol Swets+, Miraleste Recreation and Park District
- Jess W. Baker+ (Division 1) and Don R. Berry+ (Division 5), Palm Ranch Irrigation District
- Brian T. Campbell+, Rosa Kwon Easton and Bob Parke, Palos Verdes Library District
- Sheldon A. Carter and Keith Michael Scott, Quartz Hill Water District Harris S. Mataalii+ (Division 3), South Montebello Irrigation District Brian K. Ballentine+ and Elizabeth A. Ballentine+, West Valley County Water District (19-0288)

2. Protecting Domestic Violence Survivors Seeking Asylum in the United States

Recommendation as submitted by Supervisor Solis: Direct the Chief Executive Officer, in consultation with relevant County Departments, to send a five-signature letter to the Department of Justice to rescind the *Matter of A-B*-decision, which declared that asylum seekers presenting claims based on domestic violence will "generally" no longer qualify for relief; direct the Chief Executive Officer, in consultation with relevant County Departments, to send a five-signature letter to the Los Angeles County Congressional Delegation, to declare the County's opposition to the *Matter of A-B*- decision, recommend that they instruct the Departments of Justice and Homeland Security not to use appropriated funds to implement the *Matter of A-B*- decision, and urge Congress to enact laws that address the issues created by the *Matter of A-B*-decision; and instruct County Counsel to join and/or file an amicus brief in support of the <u>Grace v. Barr</u> lawsuit, and evaluate and make recommendations to the Board about the County's participation as amicus in other lawsuits concerning the decision announced in the *Matter of A-B*-. (19-7362)

Attachments: Motion by Supervisor Solis

3. Proclaiming "Latina Equal Pay Day"

Recommendation as submitted by Supervisor Solis: Proclaim November 20, 2019 as "Latina Equal Pay Day;" and direct the Chief Executive Officer to send a letter to Governor Gavin Newsom and First Partner Jennifer Siebel Newsom, thanking them for their commitment to addressing the wage gap. (19-7371)

Attachments: Motion by Supervisor Solis

4. Reestablish the Reward Offer in the Investigation of the Murder of Luis Sandoval

Recommendation as submitted by Supervisor Solis: Reestablish the \$25,000 reward offered in exchange for information leading to the apprehension and/or conviction of the person or persons responsible for the heinous murder of 71-year-old Luis Sandoval, who was fatally shot while riding his bike near the intersection of Olympic Boulevard and Hicks Avenue in East Los Angeles on February 25, 2007 at approximately 5:00 a.m. (08-1857)

Attachments: Motion by Supervisor Solis

5. Cal State Los Angeles' Academic Internship Design Presentations Fee Waiver

Recommendation as submitted by Supervisor Solis: Waive the \$20 per vehicle parking fee for 50 vehicles, totaling \$1,000, at the Music Center Garage, excluding the cost of liability insurance, for the California State University, Los Angeles' Academic Internship Program's presentation on their Senior Design Capstone Projects, to be held November 20, 2019. (19-7361)

Attachments: Motion by Supervisor Solis

6. 60th Annual Los Angeles County Holiday Celebration Fee Waiver

Recommendation as submitted by Supervisor Solis: Waive the following parking fees for the dates listed below at the Music Center Garage, excluding the cost of liability insurance, for preparation of the 60th Annual Los Angeles County Holiday Celebration at the Dorothy Chandler Pavilion to be held December 24, 2019:

Waive the \$9 per vehicle parking fee for 800 vehicles, totaling \$7,200, on December 7, 2019;

Waive the \$20 per vehicle parking fee for 50 vehicles, totaling \$1,000, on December 10, 2019;

Waive the \$20 per vehicle parking fee for 150 vehicles per day, totaling \$9,000, on December 18 through December 20, 2019; and

Waive the \$9 per vehicle parking fee for 150 vehicles per day, totaling \$2,700, on December 21 and December 22, 2019. (19-7367)

Attachments: Motion by Supervisor Solis

7. Girls on the Run of Los Angeles County Fee Waiver

Recommendation as submitted by Supervisor Solis: Waive \$3,200 in participant fees, the \$6 per vehicle parking fee for 1,200 vehicles for a total of \$7,200 and \$3,240 in site rental fees, totaling \$13,640, at Whittier Narrows Recreation Area, Meadows Picnic Area, excluding the cost of liability insurance, for the Girls on the Run of Los Angeles County's Fall Family 5K event, to be held December 8, 2019. (19-7360)

Attachments: Motion by Supervisor Solis

8. Commitment to a Replacement for the Florence Library

Recommendation as submitted by Supervisor Ridley-Thomas: Establish the proposed New Florence Library Project, Capital Project (CP) No. 77616, with an estimated project amount of \$4,671,000 of Second District Capital Project Funds; approve an appropriation adjustment to increase revenue and appropriation of \$1,000,000 in the Florence Library Refurbishment Project, CP No. 87378, and transfer \$4,671,000 from CP No. 87378 to fund CP No. 77616; instruct the County Librarian and the County's Legislative Advocates in Sacramento to explore all potential grant opportunities, including working with the State Legislature to attempt to secure funds through the State Budget, that can be used to support the siting and development of the future Florence Library Project; direct the Chief Executive Officer and the County Librarian, in consultation with stakeholders from the Florence-Firestone community, to aggressively continue their search for an appropriate and suitable permanent location for the Florence Library; and direct the Chief Executive Officer to utilize best efforts to return to the Board no later than September 2020 with the appropriate proposed real estate agreement(s) to secure the new location and construction of the new Florence Library. 4-VOTES (19-7399)

Attachments: Motion by Supervisor Ridley-Thomas

9. Countywide Mental Health Services for Veterans

Recommendation as submitted by Supervisors Ridley-Thomas and Barger: Instruct the Director of Mental Health to hire 40 Full-Time Equivalent (FTE) staff to provide direct support and services to veterans and/or family members, with the requested FTEs to be tasked to expand veteran services throughout the County through the development of North and South County Veteran Services Teams, who will serve as community navigators and/or access agents for veterans and their families, providing support in the areas of homelessness and mental health to ensure expedient access to treatment and services, and in addition to peer support, the Director will hire 12 new staff to provide clinical and administrative support for the Veteran Peer Access Network (VPAN) initiative, with special hiring consideration for all VPAN positions to be given to veterans with lived experience, at a total estimated annual cost of \$6,468,200 for salaries and services and supplies, annually, allowing the Director to hire a total of 52 items for the advancement of services for veterans throughout the County; and take the following actions:

Approve interim ordinance authority, pursuant to Section 6.06.020 of the County Code for the Director to recruit and hire for these 52 positions, subject to allocation by the Chief Executive Office, and authorizing the Director to hire necessary personnel for the expansion of these support services;

Authorize the Director to execute an agreement with Southern California Grant Makers (SCG) to create a public-private partnership focused on the implementation of services to veterans using a peer-to-peer model, with a three fiscal year term, and a total estimated agreement amount of \$13,779,645 (\$4,696,945 for the 1st Year, \$4,541,350 for the 2nd Year, and \$4,541,350 for the 3rd Year), with no more than 15% of the total estimated cost of the agreement to be provided to SCG for services provided under this agreement, and activities to be executed by SCG under this agreement are to be consistent with the following:

Through an open and competitive process identify five community-based organizations (CBO) to develop five Veteran Services Teams (VST) (one per Supervisorial District) that will provide peer support and resource navigation to veterans, with each VST consisting of eight team members, including one program manager, two squad leaders and five Battle Buddies hired by each CBO, and working closely with the directly-operated Department of Mental Health's (DMH) veteran program staff, the CBO veteran teams will provide outreach, referral and linkage services to veterans and their families, at an estimated total amount of \$4,393,000 for salaries and services and supplies annually;

Provide training and certification to up to 100 peers Countywide, where training for veteran peers will focus on trauma-informed service provision and utilizing lived-experiences to support and encourage other veterans, the estimated amount of this action is \$148,350 annually;

Identify and secure a technology platform that facilitates coordination of resources and monitors access to services for veterans and their families, for a one-time only estimated amount of \$155,595; and

Identify and secure space Countywide to serve as rally points for veterans and their families within each Supervisorial District to provide resources and outreach services, including DMH staff, supporting these efforts;

Instruct the Director of the Center for Strategic Partnerships (CSP) to work with SCG's veteran-focused staff to keep the philanthropic community engaged in this effort and to bring investment opportunities to the private sector, as well as to ensure that this effort is connected to CSP's related initiatives; and

Instruct the Director to report back to the Board in writing in 90 days with a comprehensive update on the establishment of these new services and supports for veterans. (19-7342)

<u>Attachments:</u> <u>Motion by Supervisors Ridley-Thomas and Barger</u>

10. Restoring the Alondra Community Regional Park Comfort Station #1 and the Franklin D. Roosevelt Park Bathhouse Building Roof

Recommendation as submitted by Supervisor Ridley-Thomas: Establish and approve the proposed Alondra Community Regional Park Comfort Station #1 Restoration Project, Capital Project (CP) No. 87604, with a total budget amount of \$455,000 and the proposed Franklin D. Roosevelt Park Bathhouse Roof Replacement Project, CP No. 87584, with a total budget amount of \$1,150,000; approve an appropriation adjustment to transfer a total amount of \$1,150,000 from the Extraordinary Maintenance Budget to CP No. 87584, to fully fund the project; authorize the Director of Parks and Recreation to deliver the proposed projects using Board approved, as-needed consultants and Job Order Contracts; and find that the proposed projects are exempt from the California Environmental Quality Act. (19-7346)

<u>Attachments:</u> <u>Motion by Supervisor Ridley-Thomas</u>

11. Establish a Reward Offer in the Investigation of the Murder of Chloe Evans

Recommendation as submitted by Supervisor Ridley-Thomas: Establish a \$10,000 reward in exchange for information leading to the apprehension and/or conviction of the person or persons responsible for the death of 18-year-old Chloe Evans, who was fatally shot, while seated in a parked tan Chevy Tahoe on the 500 block of West 104th Street in the City of Los Angeles on October 25, 2019 at approximately 6:00 a.m. (19-7366)

Attachments: Motion by Supervisor Ridley-Thomas

12. Proclaiming "Corita Kent Day" in Los Angeles County

Recommendation as submitted by Supervisor Ridley-Thomas: Proclaim November 20, 2019 as "Corita Kent Day" throughout Los Angeles County in celebration of world-renowned artist and social justice icon Corita Kent, in honor of what would have been her 101st birthday; and encourage all to learn about her life, art, contributions and legacy by visiting the Corita Art Center website at www.corita.org. (19-7385)

<u>Attachments:</u> <u>Motion by Supervisor Ridley-Thomas</u>

13. Century Sheriff's Station Prayer Breakfast Fee Waiver

Recommendation as submitted by Supervisor Ridley-Thomas: Waive \$300 in parking fees for 75 vehicles at the Sheriff's Department's Century Station's Lot 87A, excluding the cost of liability insurance, for guests of the Century Station's Prayer Breakfast, to be held November 20, 2019. (19-7349)

Attachments: Motion by Supervisor Ridley-Thomas

14. Expanding Opportunities for Probation Officers Through a Master of Social Work Incentive Program

Recommendation as submitted by Supervisors Kuehl and Ridley-Thomas: Instruct the Chief Probation Officer, in conjunction with the Chief Executive Officer, and the Directors of Public Social Services, Children and Family Services, Public Works and Personnel, in consultation with local Master of Social Work (MSW) degree programs, to report back to the Board in writing within 60 days on current policies related to financial support for the attainment of MSW degrees in the Departments of Public Social Services and Children and Family Services, and advanced educational degrees in the Department of Public Works; a feasibility study, including an assessment of potential funding streams for replication of such a program in the Probation Department; a proposed implementation plan for a Probation Department MSW pilot program; and recommendations on potentially creating employment pipeline programs from local MSW programs into the Probation Department, to fill any current or future vacancies. (19-7386)

<u>Attachments:</u> <u>Motion by Supevisors Kuehl and Ridley-Thomas</u>

15. Building State-of-the Art Emergency Operations for Los Angeles County

Recommendation as submitted by Supervisors Kuehl and Barger: Direct the Chief Executive Officer to amend and extend the current contract with Citygate Associates, LLC (Citygate), and specifically its Public Safety Principal Stewart Gary, to act as the Board's independent consultant to do the following:

Work with, and provide subject matter assistance to, the Chief Executive Officer and involved County Departments, in preparing an After Action Plan (AAP) based upon the findings and recommendations of the After Action Review report;

Facilitate the prioritization of the recommendations contained in the AAP, which priorities should include but not be limited to a comprehensive, culturally competent, modern and multi-layered communications plan; area specific warning and evacuation plans; and a plan for collaboration and coordination across jurisdictions;

Present the AAP and the prioritized recommendations to the Emergency Management Council (EMC) for review within 90 days; and

After review by the EMC, present the proposed AAP to the Board for approval;

Direct Citygate to independently oversee the implementation of the approved AAP and provide ongoing monitoring and report back to the Board every 90 days until the Board determines the AAP's elements are significantly implemented, and at such time, the Chief Executive Officer will work with Citygate to prepare a final report to the Board regarding the completion of the implementation of the AAP elements; and

Direct the Chief Executive Officer, in consultation with County Counsel, the Sheriff, the Fire Chief, and the Directors of Public Works, Public Health, Regional Planning, Agricultural Commissioner/Weights and Measures and Animal Care and Control, and any other involved Departments, to return to the Board within 90 days with a revision of the County's emergency ordinance, as reflected in Chapter 2.68 of the County Code (Emergency Services), which should include, but not be limited to, the following changes:

Assign the Chief Executive Officer responsibilities for coordinating disaster preparedness, response and recovery, including the maintenance, management, activation and operation of the County Emergency Operations Center;

Enhance the roles and responsibilities of the County Emergency Management Council and expand its membership to include the Board, a broader array of County Departments and organizations; and

Make additional revisions, as appropriate, to reflect changes and best practices in applicable disaster and emergency services laws and requirements. (19-7350)

<u>Attachments:</u> <u>Motion by Supervisors Kuehl and Barger</u>

16. Peninsula Holiday Parade of Lights Fee Waiver

Recommendation as submitted by Supervisor Hahn: Waive the \$1,250 fee for use of the County Bandwagon, excluding the cost of liability insurance, for the City of Rolling Hills Estates' 22nd Annual Peninsula Holiday Parade of Lights, to be held December 7, 2019. (19-7356)

Attachments: Motion by Supervisor Hahn

17. Operation Jack Marathon Fee Waiver

Recommendation as submitted by Supervisor Hahn: Waive \$3,300 in gross receipts fees, which is 15% of the estimated gross receipts, reduce the permit fee of \$250 to \$100, and waive the \$6 per vehicle parking fee for 75 vehicles at Dockweiler Beach, excluding the cost of liability insurance, for the Operation Jack Autism Foundation's 9th Annual Operation Jack Marathon/Half Marathon, to be held December 26, 2019. (19-7355)

Attachments: Motion by Supervisor Hahn

ADMINISTRATIVE MATTERS 18 - 50

Chief Executive Office

18. Report on the Financial Status of the Sheriff's Department

Report by the Chief Executive Officer and the Auditor-Controller, in consultation with the Sheriff, on an overview of the financial status of the Sheriff's Department, as requested at the Board meeting of June 26, 2017. RECEIVE AND FILE (Continued from the meeting of 10-29-19) **NOTE: The Chief Executive Officer requests that this item be continued to December 10, 2019.** (17-3026)

19. Implementing Classification Actions Related to the Fiscal Year 2019-20 Final Adopted Budget

Recommendation: Approve an ordinance for introduction amending County Code, Title 6 - Salaries, to update the Departmental staffing provisions to reflect positions allocated, deleted and transferred in the Fiscal Year 2019-20 Final Adopted Budget to implement routine technical adjustments and corrections to reflect earlier Board-approved budget and classification actions, and delete one non-represented classification; and approve in the Classification Plan, the deletion of three vacant represented classifications, which have been approved by the Employee Relations Commission. (Relates to Agenda No. 53) (19-7279)

<u>Attachments:</u> Board Letter

County Operations

20. Permanent Rent Stabilization and Interim Rent Stabilization Ordinances

Revised recommendation: Approve an ordinance for introduction to establish a Permanent Rent Stabilization Ordinance to regulate rent increases and evictions without just cause for rental properties in unincorporated areas of the County. while providing property owners a process to request rent increases to ensure a fair and reasonable return on their investment and to pass through up to 50% of the cost of certain eligible capital improvements, except for those properties that are exempt, to be effective April 1, 2020; approve an ordinance for introduction amending the Interim Rent Stabilization Ordinance to extend the expiration date from December 31, 2019 to March 31, 2020, and address concerns raised by property owners and renters, to be effective December 26, 2019; authorize the Director of Consumer and Business Affairs to retain consultants, as necessary, to implement the ordinances; instruct the Director to work with the Chief Executive Officer to identify funding and resources necessary to implement the ordinances in the Fiscal Year (FY) 2019-20 Mid-Year Budget Adjustment letter and the FY 2020-21 regular budget process; authorize the Chief Executive Officer, to execute a funding agreement with the Los Angeles County-Development Authority of in consultation with County Counsel, the Director and the Executive Director of the Los Angeles County Development Authority, to identify up to \$967,000 in one-time funding for costs related to the activities concerning rent stabilization, tenant protections and other related matters; if necessary, authorize the Chief Executive Officer to execute and/or amend a funding agreement with the Executive Director to transfer an amount not to exceed \$967,000 and alternatively, if necessary, authorize the County Counsel to amend a memorandum of agreement with the Director and the Executive Director for use of the funds for enforcement of consumer protection laws; and find that these actions are exempt from the California Environmental Quality Act. (Department of Consumer and Business Affairs and the Los Angeles County Development Authority) APPROVE (Relates to Agenda Nos. 2-D, 3-D, 21, 26, 51, 52, 54, 55 and 56) (19-7230)

21. Rental Housing Oversight Commission Ordinance

Recommendation: Approve an ordinance for introduction amending County Code, Title 8 - Consumer Protection, Business and Wage Regulations, to repeal Section 8.52.060 relating to the rent adjustment commission and add Chapter 8.64 entitled "Rental Housing Oversight Commission," effective December 26, 2019; authorize the Director of Consumer and Business Affairs and the Executive Director of the Los Angeles County Development Authority, to work with the Chief Executive Officer to develop an appointment process, staffing plan and funding requirements, as need to implement the ordinance; authorize the Director of Consumer and Business Affairs to retain as-needed consultants to implement the directives; and find that approval of the ordinance is exempt from the California Environmental Quality Act. (Department of Consumer and Business Affairs and Los Angeles County Development Authority)

APPROVE (Relates to Agenda Nos. 2-D, 3-D, 20, 26, 51, 52, 54, 55 and 56) (19-7313)

Attachments: Board Letter

22. Rio Hondo Area Office Chiller Replacement Project

Recommendation: Establish and approve the Rio Hondo Area Office Chiller Replacement Project, Capital Project No. 87603, located at 8240 South Broadway Avenue in the City of Whittier (4), with a total budget of \$540,000; approve an appropriation adjustment to transfer \$540,000 from the Probation Department's-Field Services, Services and Supplies Budget to the project, to fully fund the proposed project; authorize the Director of Internal Services to deliver the project using a Board-approved Job Order Contract, authorize project work orders, accept the project and file notices upon final completion of the project, release retention money withheld, grant extensions of time on the project, as applicable, and assess liquidated damages; and find that the proposed project is exempt from the California Environmental Quality Act. (Internal Services Department) APPROVE (19-7249)

<u>Attachments:</u> Board Letter

23. Modernization and Replacement of the Voting System Agreement Amendment

Recommendation: Adopt a resolution authorizing the Registrar-Recorder/ County Clerk, as an agent of the County, to apply for and receive State funds under the Elections Code Section 19402 for modernization and replacement of voting systems and for election management system replacement; and authorize the Registrar-Recorder/County Clerk to conduct all negotiations and execute all documents to amend an agreement for the receipt of State funds appropriated to the Secretary of State in the Budget Act of 2018 and 2019 for voting system replacement and election management system replacement. (Registrar-Recorder/County Clerk) ADOPT (19-7244)

Attachments: Board Letter

24. November 5, 2019 Local and Municipal Elections

Recommendation: Declare the November 5, 2019 Local and Municipal Elections officially concluded. (Registrar-Recorder/County Clerk) APPROVE NOTE: Documentation not available at the printing of the agenda. (19-7209)

Health and Mental Health Services

25. Security Services Agreements

Recommendation: Authorize the Director of Health Services to execute amendments to existing Board approved Proposition A security services agreements with Securitas Security Services, USA, Incorporated and Allied Universal Security Services to shift each security agreement's work requirements and funding up to the maximum amount of the other agreement's work requirements and funding, as needed, with an overall net zero dollar increase to the total existing funding of both contracts, throughout the existing term of the agreements, as well as implement cost savings, if possible, to be obtained via negotiated adjustments in agreement rates based on Department of Health Services' (DHS) security requirements, and each contractors ability to provide the highest level of security service efficiency, including the addition of armed guard services, as needed, at the lowest agreement rates that meet all Living Wage parameters, increase DHS' flexibility to transfer the remaining existing security services budget to either of the aforementioned agreements to meet future facility expansions, as well as emergency and/or unforeseen security needs at DHS facilities, and/or to improve operational workflow and improve cost efficiency for DHS, shift each agreement's funding structure from yearly maximum obligations to agreement term maximum obligations, enabling DHS to utilize existing agreement budgetary resources on a rolling basis, through January 31, 2022, the existing term of the agreements, and temporarily suspend or terminate services if in the opinion of the Director, either or both actions(s) is/are in the best interest of the County; and execute amendments to the agreements to establish up to a 10% contingency above DHS' existing 10% contingency for both agreements that will be used exclusively by/for other County Departments and offices (County Partners), to enable those County Partners to expand services to sites where they are collaborating with and/or co-located with DHS, and/or for those sites that are operated by County Partners, which are adjacent to or located upon DHS sites. (Department of Health Services) APPROVE (Continued from the meetings of 11-5-19 and 11-12-19) NOTE: The Director of Health Services requests that this item be continued two weeks to December 3, 2019. (19-6987)

Community Services

26. Interim Mobilehome Rent Regulation and Permanent Mobilehome Rent Stabilization Ordinance

Recommendation: Approve an ordinance for introduction to adopt a Permanent Mobilehome Rent Stabilization Ordinance to regulate mobilehome space rent in the unincorporated areas of the County, while providing mobilehome park owners a process to request rent increases to ensure a fair and reasonable return on their investment and to passthrough up to 50% of the cost of certain eligible capital improvements, to be effective on April 1, 2020; approve an ordinance for introduction to adopt an Interim Mobilehome Rent Regulation Ordinance (Interim Amending Ordinance) to extend the expiration date from December 31, 2019 to March 31, 2020, to be effective on December 26, 2019; authorize the Director of Consumer and Business Affairs to retain consultants as necessary to implement the Ordinance and Interim Amending Ordinance; find that the proposed actions are exempt from the California Environmental Quality Act; and take the following actions: (Los Angeles County **Development Authority and Department of Consumer and Business** Affairs) APPROVE (Relates to Agenda No. 2-D, 3-D, 20, 21, 51, 52, 54, 55 and 56)

Instruct the Director of Consumer and Business Affairs to work with the Chief Executive Officer to identify funding and resources necessary to implement the Ordinance and Interim Amending Ordinance in the Fiscal Year (FY) 2019-20 Mid-Year Budget Adjustment letter and the FY 2020-21 regular budget process;

Instruct the Chief Executive Officer, in consultation with County Counsel, the Director of Consumer and Business Affairs and the Executive Director of the Los Angeles County Development Authority, to identify up to \$967,000 in one-time funding for costs related to the activities concerning rent stabilization, tenant protections and other related matters; and

If necessary, authorize the Chief Executive Officer to execute, and/or amend, a funding agreement with the Los Angeles County Development Authority (LACDA) to transfer an amount not to exceed \$967,000 and alternatively, if necessary, authorize County Counsel to amend a memorandum of agreement with the Department of Consumer and Business Affairs and/or the LACDA for use of the funds for enforcement of consumer protection laws. (19-7318)

<u>Attachments:</u> <u>Board Letter</u>

27. High Desert Mental Health Urgent Care Center Project

Recommendation: Find that the recommended actions related to the previously approved High Desert Mental Health Urgent Care Center Project (5), Capital Project (CP) No. 69875 are within the scope of the previous finding of exemption from the California Environmental Quality Act; approve the proposed project budget for CP No. 69875, in the amount of \$16,522,000; approve an appropriation adjustment in the amount of \$6,022,000 to supplement the project's available budget of \$10,500,000 to fully fund the project; and take the following actions: (**Department of Public Works**) APPROVE **4-VOTES**

Find that The Penta Building Group, LLC is the responsive and responsible proposer that submitted the best value proposal for design and construction of the project;

Award and authorize the Director of Public Works to execute a design-build contract with The Penta Building Group, LLC for design and construction of the project for an amount not to exceed \$14,001,291 plus a \$250,000 design completion allowance and a \$40,000 utility connections fees allowance for a maximum contract amount not to exceed \$14,291,291; and

Authorize the Director, in coordination with the Chief Executive Officer, to exercise control over the contractual allowances, including the authority to reallocate the allowances into the contract amount, as appropriate, in accordance with the project specifications. (19-7299)

<u>Attachments:</u> Board Letter

28. Edward R. Roybal Comprehensive Health Center Air Handler Replacement Project

Recommendation: Approve the revised project budget from the previous Board-approved amount of \$1,200,000 to \$14,500,000 for the Air Handler Replacement Project, Capital Project (CP) No. 87219 at the Edward R. Roybal Comprehensive Health Center in the City of Los Angeles (1); approve the Fiscal Year (FY) 2019-20 appropriation adjustment to reallocate \$10,375,000 from the Department of Health Services' Enterprise Fund Committed to CP No. 87219; adopt the plans and specifications for the project with an estimated construction amount of \$10,010,000 of the \$14,500,000 total project budget; advertise for bids to be received before 9:45 a.m. on January 8, 2020; find that the recommended actions with respect to the previously approved project are within the scope of the previous exemption findings by the Board and are exempt from the California Environmental Quality Act; and authorize the Director of Public Works to take the following related actions: (Department of Public Works) ADOPT 4-VOTES

Execute a consultant services agreement with the apparent lowest responsive and responsible bidder to prepare a baseline construction schedule in an amount not to exceed \$2,000 funded by the project funds; and

Determine that a bid is nonresponsive and reject a bid on that basis; waive inconsequential and nonmaterial deficiencies in bids submitted; determine, in accordance with the applicable contract and bid documents, whether the apparent lowest responsive and responsible bidder has timely prepared a satisfactory baseline construction schedule and satisfied all conditions for contract award; award and execute a construction contract to the apparent lowest responsive and responsible bidder, if the low bid can be awarded within the approved total project budget; and take all other actions necessary and appropriate to deliver the project. (19-6823)

29. Garfield Avenue at Randolph Street, et al. Project

Recommendation: Find that the recommended actions are within the scope of a previously approved exemption from the California Environmental Quality Act; adopt a resolution finding that the modification and synchronization of traffic signals in the Cities of Commerce and Industry and unincorporated community of Avocado Heights (1) is of general County interest and the increase in County aid in the form of Highway-Through-Cities funds from \$160,840 to \$1,274,300 shall be provided to the Cities of Commerce and Industry to be expended in accordance with all applicable provisions of law relating to funds derived from the Proposition C Discretionary Grant funds and Proposition C Local Return funds; approve the project and adopt the plans and specifications for the Garfield Avenue at Randolph Street, et al. Project, at an estimated construction contract amount between \$675,000 and \$925,000; advertise for bids to be received before 11:00 a.m. on December 17, 2019; and authorize the Director of Public Works to take the following related actions: (Department of Public Works) ADOPT 4-VOTES

Determine, award and execute a construction contract for the project with the responsible contractor with the lowest responsive bid within or less than the estimated cost range; and

Extend the date and time for the receipt of bids, allow substitution of subcontractors and relief of bidders, execute change orders within the same monetary limits delegated to the Director, accept the project upon its final completion, and release retention money withheld. (19-7300)

<u>Attachments:</u> Board Letter

30. El Monte Comprehensive Health Center Heating, Ventilation and Air Conditioning Refurbishment Project

Recommendation: Find that the scope of work in the proposed change order for the previously approved El Monte Comprehensive Health Center Heating, Ventilation and Air Conditioning Refurbishment Project, Capital Project (CP) No. 87399 (1), is within the scope of the Board's previous California Environmental Quality Act exemption for the project; and authorize the Director of Public Works to execute a change order with Harry H. Joh Construction, Inc., for modifications to the utilities above the ceiling to install new temperature control units and replacement of concealed spline ceiling tiles for CP No. 87399, in an amount not to exceed \$431,764. (Department of Public Works) APPROVE 4-VOTES (19-7312)

Attachments: Board Letter

31. Cardiac Catheterization Laboratories Remodel Projects

Recommendation: Establish the following capital projects: Harbor-UCLA Medical Center Cardiac Catheterization Laboratory Remodel, Capital Project (CP) No. 87581: LAC+USC Medical Center Cardiac Catheterization Laboratories Remodel, CP No. 87582; and Olive View-UCLA Medical Center Cardiac Catheterization Laboratory Remodel, CP No. 87583 (1, 2, 3 and 5); approve the Fiscal Year (FY) 2019-20 appropriation adjustment to reallocate a combined total of \$10,269,000 from the Department of Health Services' Enterprise Fund-Committed for the Department of Health Services to fund the equipment requisition and room modification as follows: \$3,021,000 for the Harbor-UCLA Medical Center, \$4,467,000 for the LAC+USC Medical Center and \$1,709,000 for the Olive View-UCLA Medical Center, to fully fund the proposed acquisition of the Philips catheterization laboratory equipment, and \$1,072,000 to fund the FY 2019-20 projected expenditures for the proposed room modification to accommodate the new equipment; authorize the Director of Internal Services, as the County's Purchasing Agent, to proceed with the sole-source acquisition of a total of six cardiac catheterization laboratories equipment from Philips North America LLC, for Harbor-UCLA, LAC+USC and Olive View-UCLA Medical Centers, with an estimated total equipment amount of \$9,197,000; and find that the proposed projects are exempt from the California Environmental Quality Act. (Department of Public Works) APPROVE 4-VOTES (19-7347)

32. Metro Green Line Vermont Station Wayfinding Signage Project

Recommendation: Approve the project and adopt the plans and specifications for the Metro Green Line Vermont Station Wayfinding Signage Project in the unincorporated communities of Athens and Westmont (2) at an estimated construction contract total between \$405,000 and \$545,000; advertise for bids to be received before 11:00 a.m. on January 7, 2020; find pursuant to State Public Contract Code, Section 3400(b), that it is necessary to specify Reflective coating manufactured by 3M Corporation by specific brand name in order to obtain the necessary item that is only available from one source; find that the proposed project is exempt from the California Environmental Quality Act; and authorize the Director of Public Works to take the following related actions: (Department of Public Works) ADOPT

Determine, award and execute a construction contract for the project with the responsible contractor with the lowest responsive bid within or less than the estimated cost range; and

Extend the date and time for the receipt of bids, allow substitution of subcontractors and relief of bidders, execute change orders within the same monetary limits delegated to the Director, accept the project upon its final completion, and release retention money withheld. (19-7302)

33. Harbor-UCLA Medical Center General Radiology and Nuclear Medicine Room Modification Projects

Recommendation: Approve a revision to the budget from the previous Board-approved amount of \$1,509,000 to \$1,524,000, an increase of \$15,000, for the Harbor-UCLA Medical Center General Radiology Room Modification Project, Capital Project (CP) No. 87319, and a revision to the budget from the previous Board-approved amount of \$851,000 to \$1,648,000, an increase of \$797,000, for the Harbor-UCLA Medical Center Nuclear Medicine Room Modification Project, CP No. 87320, in the City of Torrance (2); approve a Fiscal Year (FY) 2019-20 appropriation adjustment to transfer \$812,000 from the Various Refurbishment Projects, CP No. 86937, where the Department of Health Services annual revolving fund for the Radiology Program was budgeted, to fund the projected FY 2019-20 expenditures for CP Nos. 87319 and 87320; and find that the recommended actions are exempt and within the scope of the previously approved exemption from the California Environmental Quality Act. (Department of Public Works) APPROVE (19-7305)

Attachments: Board Letter

34. Proprietary Petroleum Pipeline Franchise Granted to Union Oil Company of California

Recommendation: Approve an ordinance for introduction to amend the proprietary petroleum pipeline franchise granted to Union Oil Company of California (1, 2 and 4), to extend the term of the franchise through December 31, 2034, impose testing and reporting requirements pertaining to hazardous materials pipelines and their compliance with applicable existing laws, and make other minor revisions to clarify certain terms and conditions of the franchise; and find that the proposed action is exempt from the California Environmental Quality Act. (**Department of Public Works**) APPROVE (Relates to Agenda No. 57) (19-7303)

35. Best Value Job Order Contracts

Recommendation: Find that the use of the Best Value Construction Contracting for Job Order Contracts 1920BV-1922BV will result in reduced costs and expedited completion of projects performed under these contracts, in accordance with the Policy for Best Value Construction Contracting adopted by the Board on August 14, 2018; approve the six prequalified contractors for the Best Value Job Order Contracts (BVJOCs): Access Pacific, Inc., Angeles Contractor, Inc., Bitech Construction Co., Inc., Brown & Root Industrial Services, LLC, MTM Construction, Inc. and New Creation Builders; advertise the BVJOCs 1920BV-1922BV for bids to the six prequalified contractors to be received by 9:30 a.m. on January 16, 2020 and separately advertise Job Order Contracts (JOCs) 1920-1922 for conventional low bids to be received by 9:30 a.m. on January 16, 2020; and authorize the Director of Public Works to take the following related actions: (Department of Public Works) APPROVE

Determine that a statutorily insufficient number of best value bids were received, necessitating the opening and use of the alternate low bids, that a bid is nonresponsive and to reject a bid on that basis, waive inconsequential and nonmaterial deficiencies in bids submitted, evaluate and score bids in accordance with the requirements and evaluation criterial stated in the bid documents and determine whether the best value bidder or the lowest responsive and responsible bidder for each of the JOCs has satisfied all conditions for contract award;

Award and execute the BVJOCs 1920BV-1922BV to the responsive and responsible contractor determined to have submitted the best value bid for each Job Order Contract, for an amount not to exceed \$3,100,000 for the first year, and establish the effective date of each JOC following receipt of acceptable performance and payment bonds and evidence of required contractor insurance;

Execute supplemental agreements with each contractor to extend the BVJOCs for two subsequent one-year terms and increase the not-to-exceed amount of each JOC by up to \$3,100,000 for each year, with the option to carry-over unspent money from the first to second option term;

Publicly announce the award of the BVJOCs, along with a written decision supporting the award of the BVJOCs;

Award and execute JOCs on the basis of lowest bid price, if the solicitation for the BVJOCs results in the submission of fewer than three responsive bids to the County for evaluation; determine that a bid is nonresponsive and reject a bid on that basis, award the next lowest responsive and responsible bidder, waive inconsequential and nonmaterial deficiencies in bids submitted; and in accordance with the applicable contract and bid documents, whether the apparent lowest responsive and responsible bidder has satisfied all conditions for contract award; and upon such determination, award and execute proposed JOCs to the lowest responsive and responsible bidder(s), each contract in an amount not to exceed \$5,100,000 and establish the effective date of the contracts upon receipt by the Department of Public Works of acceptable performance and payment bonds and evidence of required contractor insurance; and

With respect to BVJOCs and JOCs, issue work orders for projects that are not subject to the State Public Contract Code, including maintenance work, as applicable, in an amount not to exceed the maximum contract amount of the Job Order Contract, subject to the limitation that the aggregate amount of all work orders issued under a particular Job Order Contract does not exceed the maximum contract amount upon receipt of funding authorization from the Chief Executive Officer or the appropriate funding source. (19-7284)

<u>Attachments:</u> <u>Board Letter</u>

36. Sativa-Lucien Waterline Project

Recommendation: Acting as the Interim Administrator and Successor Agency for the former Sativa Los Angeles County Water District, approve the Sativa-Lucien Waterline Project located in the unincorporated community of Willowbrook and a portion of the City of Compton (2), which includes repairing 1,200 ft of four-inch nonfunctional waterline crossing through the installation of an eight-inch waterline and appurtenances at a total estimated project amount of \$600,000; authorize the Director of Public Works to deliver the project using a Board-approved Job Order Contract; and find that the project is within the scope of a previously approved exemption from the California Environmental Quality Act. (Department of Public Works) APPROVE (19-7301)

Public Safety

37. Filming Television Programming License Agreement

Revised recommendation: Acting as the Governing Body of the Consolidated Fire Protection District, authorize the Fire Chief to execute a five two-year License Agreement with 44 Blue Production Company, LLC., and two one-year extension options, to produce television programming featuring the critical emergency incidents responded to daily by the District's firefighting and emergency medical staff, effective upon execution by both parties; execute future amendments to the agreement; and find that the agreement is exempt from the California Environmental Quality Act. (Fire Department) APPROVE (Continued from the meetings of 10-29-19 and 11-12-19) (19-6885)

Attachments: Board Letter

Revised Board Letter

38. Donation of One Surplus Out-of-Service Vehicle

Recommendation: Acting as the Governing Body of the Consolidated Fire Protection District, approve the District's donation of one surplus out-of-service vehicle, a 1995 KME Fire Engine, Vehicle Identification No. 1K9AF4284SN058154, to the City of Artesia; authorize the Fire Chief to execute a donation agreement between the District and the City; and find that the donation of the vehicle is exempt from the California Environmental Quality Act. (Fire Department) APPROVE (19-7282)

<u>Attachments:</u> <u>Board Letter</u>

39. 2019 Port Security Grant Program Department of Homeland Security Grant Award

Recommendation: Authorize the Sheriff, as an agent for the County, to accept and execute a grant award in the amount of \$375,000 from the Department of Homeland Security, Federal Emergency Management Agency (FEMA), for the 2019 Port Security Grant Program, for the grant period from September 1, 2019 through August 31, 2022, with a required match in an amount not to exceed \$125,000 to be funded by the Sheriff's Department's General Support Services budget Unit; execute and submit all required grant documents including, but not limited to, agreements, modifications, extensions and payment requests that may be necessary for completion of the program; and apply for and submit a grant application to FEMA for the program in future fiscal years, and execute all required grant application documents, including assurances and certifications when, and if such, future funding becomes available. (Sheriff's Department) APPROVE (19-7296)

Attachments: Board Letter

40. Incidental Expense for the 32nd Contract City Manager's Conference

Recommendation: Authorize the Sheriff to use the Department's existing operating budget in an amount not to exceed \$75,000 to pay for incidental expenses for the Sheriff's Department's 32nd Contract City Manager's Conference, to be held February 27, 2020 at the Sheraton Universal Hotel in Universal City, which will be attended by Contract City Managers, Public Safety Directors and Department Executives. (Sheriff's Department) APPROVE (19-7297)

<u>Attachments:</u> <u>Board Letter</u>

Ordinance for Adoption

41. County Code, Title 6 - Salaries Amendment

Ordinance for adoption amending County Code, Title 6 - Salaries relating to salary changes by amending Section 6.08.425 to revise the title of one medical specialty and to add and delete positions compensated pursuant to the New Management Physicians Pay Plan; Section 6.08.450 to provide compensation for detention and specialty board certifications; Section 6.08.455 relating to compensation for occasional physician services; Section 6.28.050 to amend the Table of Classes of Positions with Salary Schedule and Level; Section 628.050-25 to revise one salary note related to Sustainability; Section 6.28.060 to correct the item number of one position in the Table of positions without compensation and positions paid in accordance with special provisions in Chapters 6.02 - 6.24 and Division 3; adding Sections 6.52.020.C and 6.52.020.D, Department of Medical Examiner - Coroner, to provide for additional compensation and fee reimbursement for two non-represented classifications who obtain American Board of Medicolegal Death Investigators certification; and amending Section 6.109.060 to correct the item number of one position. ADOPT 4-VOTES (19-7133)

Attachments: Ordinance

Miscellaneous

42. Settlement of the Matters Entitled, <u>J.C. v. Los Angeles County</u> <u>Department of Children and Family Services, et al.</u> and <u>T.L.C., et al. v.</u> County of Los Angeles, et al.

Los Angeles County Claims Board's recommendation: Approve the Corrective Action Plan for the matters entitled, <u>J.C. v. Los Angeles County Department of Children and Family Services</u>, et al. and <u>T.L.C.</u>, et al. v. County of Los Angeles, et al.

These consolidated lawsuits concern allegations of sexual abuse of minor children while in foster care. (Continued from the meeting of 10-15-19) (19-6600)

Attachments: Board Letter

43. City of Culver City Election

Request from the City of Culver City: Render specified services relating to the conduct of a Special Municipal Election and consolidate the Special Municipal Election with the Presidential Primary Election to be held March 3, 2020. APPROVE AND INSTRUCT THE REGISTRAR-RECORDER/COUNTY CLERK TO COMPLY, JURISDICTION TO PAY ALL COSTS (19-7215)

Attachments: Board Letter

44. Antelope Valley Joint Union High School District Levying of Taxes

Request from the Antelope Valley Joint Union High School District: Adopt a resolution authorizing the County to levy taxes in an amount sufficient to pay the principal of and interest on the District's 2019 General Obligation Refunding Bonds in an aggregate principal amount not to exceed \$20,000,000; and direct the Auditor-Controller to maintain on the 2020-21 tax roll, and all subsequent tax rolls, taxes in an amount sufficient to fulfill the requirements of the debt service schedule for the Bonds which will be provided to the Auditor-Controller by the District following the sale of the Bonds. ADOPT (19-7221)

45. Baldwin Park Unified School District Levying of Taxes

Request from the Baldwin Park Unified School District: Adopt a resolution authorizing the County to levy taxes in an amount sufficient to pay the principal of and interest on the District's 2019 General Obligation Refunding Bonds in an aggregate principal amount not to exceed \$85,000,000; and direct the Auditor-Controller to maintain on the 2020-21 tax roll, and all subsequent tax rolls, taxes sufficient to fulfill the requirements of the debt service schedule for the Bonds which will be provided to the Auditor-Controller by the District following the sale of the Bonds. ADOPT (19-7239)

Attachments: Board Letter

46. Rowland Unified School District Levying of Taxes

Request from the Rowland Unified School District: Adopt a resolution authorizing the County to levy taxes in an amount sufficient to pay the principal of and interest on the District's 2019 General Obligation Refunding Bonds in an aggregate principal amount not to exceed \$17,000,000; and direct the Auditor-Controller to maintain on the 2020-21 tax roll, and all subsequent tax rolls, taxes sufficient to fulfill the requirements of the debt service schedule for the Bonds which will be provided to the Auditor-Controller following the sale of the Bonds. ADOPT (19-7238)

<u>Attachments:</u> Board Letter

47. Sulphur Springs Union School District Levying of Taxes

Request from the Sulphur Springs Union School District: Adopt a resolution authorizing the County to levy taxes in an amount sufficient to pay the principal of and interest on the District's General Obligation Bonds, Election of 2012, Series 2019E, in an aggregate principal amount not to exceed \$12,000,000; and direct the Auditor-Controller to place on the 2020-21 tax roll, and all subsequent tax rolls, taxes sufficient to fulfill the requirements of the debt service schedule that will be provided to the Auditor-Controller following the sales of the Bonds. ADOPT (19-7286)

<u>Attachments:</u> Board Letter

Miscellaneous Additions

- 48. Additions to the agenda which were posted more than 72 hours in advance of the meeting, as indicated on the supplemental agenda. (12-9995)
- 49. Items not on the posted agenda, to be presented and (if requested) referred to staff or placed on the agenda for action at a future meeting of the Board, or matters requiring immediate action because of an emergency situation or where the need to take immediate action came to the attention of the Board subsequent to the posting of the agenda. BOARD MEMBERS (5) (12-9996)
- **50.** Recommendations by individual Supervisors to establish, extend or otherwise modify cash rewards for information concerning crimes, consistent with the Los Angeles County Code. (12-9997)

V. ORDINANCES FOR INTRODUCTION 51 - 57

51. County Code, Title 8 - Consumer Protection, Business and Wage Regulations Amendment to Establish a Permanent Rent Stabilization Ordinance

Revised ordinance for introduction amending County Code, Title 8 - Consumer Protection, Business and Wage Regulations relating to Division 3 - Housing by repealing Chapter 8.52 and adding Chapter 8.52 - Rent Stabilization to establisha permanent rent stabilization program for covered residential rental units in the unincorporated area with an effective date of April 1, 2020, including regulations governing allowable rent increases, preventing evictions without justcause and allowing landlords to obtain a fair and reasonable return on their investment and to passthrough to tenants up to 50% of eligible capital improvement or primary renovation costs prohibit rent increases beyond what is permitted, except those defined as exempt, located in the unincorporated areas of the County; prohibits more than one rent increase in any 12 month period: regulates the permissible termination of tenancies in the unincorporated areas of the County; provides relocation assistance to tenants; and ensures landlords receive a fair return on rents consistent with the County's procedures and quidelines. INTRODUCE, WAIVE READING AND PLACE ON THE AGENDA FOR ADOPTION (Relates to Agenda Nos. 2-D, 3-D, 20, 21, 26, 52, 54, 55 and 56) NOTE: Documentation not available at the printing of the agenda. (Continued from the meeting of 11-12-19) (19-7147)

<u>Attachments:</u> Ordinance

52. County Code, Title 8 - Consumer Protection, Business and Wage Regulations Amendment to Extend the Interim Rent Stabilization Ordinance

Revised ordinance for introduction amending County Code, Title 8 - Consumer Protection, Business and Wage Regulations to extend the sunset date of the Interim Rent Stabilization Ordinance, Ordinance No. 2018-0045 2019-0018, from December 31, 2019 up to and including March 31, 2020, and amends the Interim Ordinance to increase tenant protections by prohibiting a landlord from evicting a tenant for violation of a new or changed lease provision unilaterally imposed by the landlord; imposing notice requirements on a landlord who intends to permanently withdraw a unit from the rental market, or who intends, or whose immediate family member intends, to move into a unit; limiting the number of units a landlord or immediate family member may move into; allowing eligible tenants 62 years of age or older and tenants with disabilities the ability to request a one-year extension prior to termination of tenancy arising from a landlord's withdrawal from the rental market; and if the landlord is evicting a tenant who is 62 years of age or older, disabled, terminally ill or low-income, then requiring the landlord or immediate family member moving into the unit to be similarly situated. INTRODUCE, WAIVE READING AND PLACE ON THE AGENDA FOR ADOPTION. (Relates to Agenda Nos. 2-D, 3-D, 20, 21, 26, 51, 54, 55 and 56) NOTE: Documentation not available at the printing of the agenda. (Continued from the meeting of 11-12-19) (19-7267)

Attachments: Ordinance

53. County Code, Title 6 - Salaries Amendment

Ordinance for introduction amending County Code, Title 6 - Salaries by deleting one employee classification; and adding, deleting and/or changing certain employee classifications and number of ordinance positions in the Departments of Agricultural Commissioner/Weights and Measures, Alternate Public Defender, Arts and Culture, Assessor, Beaches and Harbors, Board of Supervisors, Chief Executive Office, Child Support Services, Children and Family Services, Consumer and Business Affairs, County Counsel, District Attorney, Fire, Health Services, Mental Health, Parks and Recreation, Probation, Public Defender, Public Health, Public Social Services, Public Works, Regional Planning, Registrar-Recorder/County Clerk, Sheriff, Treasurer and Tax Collector and Workforce Development, Aging and Community Services. INTRODUCE, WAIVE READING AND PLACE ON THE AGENDA FOR ADOPTION. (Relates to Agenda No. 19) (19-7280)

Attachments: Ordinance

54. County Code, Title 8 - Consumer Protection, Business and Wage Regulations Amendment - Rental Housing Oversight Commission

Ordinance for introduction amending County Code, Title 8 - Consumer Protection, Business and Wage Regulations, relating to Division 3 - Housing by eliminating the rent adjustment commission in Section 8.52.060 and establishing a Rental Housing Oversight Commission in Chapter 8.64, which shall serve at the discretion of the Board, with the Commission established to safeguard tenants and mobilehome owners from rent increases that are inconsistent with the County Code and assure that landlords and mobilehome park owners receive fair return on rents consistent with the County's procedures and guidelines, and to also aid in the implementation of the County's procedures and guidelines relating to rent stabilization, mobilehome rent stabilization and tenant protections, and shall have the authority to hear, determine and resolve appeals of decisions made by the County or the Los Angeles County Development Authority regarding the same. INTRODUCE, WAIVE READING AND PLACE ON THE AGENDA FOR ADOPTION (Relates to Agenda Nos. 2-D. 3-D, 20, 21, 26, 51, 52, 55 and 56) NOTE: Documentation not available at the printing of the agenda. (19-7315)

Attachments: Ordinance

55. Interim Mobilehome Rent Stabilization Ordinance Amendment

Ordinance for introduction amending the Mobilehome Rent Stabilization Interim Ordinance No. 2018-0028, to extend the sunset date from December 31, 2019 up to and including March 31, 2020. INTRODUCE, WAIVE READING AND PLACE ON THE AGENDA FOR ADOPTION (Relates to Agenda Nos. 2-D, 3-D, 20, 21, 26, 51, 52, 54 and 56) (19-7319)

Attachments: Ordinance

56. County Code, Title 8 - Consumer Protection, Business and Wage Regulations Amendment - Permanent Mobilehome Rent Stabilization Ordinance

Ordinance for introduction amending County Code, Title 8 - Consumer Protection, Business and Wage Regulations relating to Division 3 - Housing by repealing Chapter 8.57 and adding Chapter 8.57 - Mobilehome Rent Stabilization, that prohibits mobilehome space rent increases beyond what is permitted, except those defined as exempt, located in the unincorporated areas of the County; prohibits more than one rent increase in any 12-month period; and ensures landlords receive a fair return on mobilehome space rents consistent with the County's procedures and guidelines. INTRODUCE, WAIVE READING AND PLACE ON THE AGENDA FOR ADOPTION (Relates to Agenda Nos. 2-D, 3-D, 20, 21, 26, 51, 52, 54 and 55) **NOTE: Documentation not available at the printing of the agenda.** (19-7320)

<u>Attachments:</u> <u>Ordinance</u>

57. Proprietary Petroleum Pipeline Franchise Amendment

Ordinance for introduction amending the proprietary petroleum pipeline franchise granted by Ordinance No. 2009-0051F to Union Oil Company of California, a California Corporation to extend the term of the franchise for 15 years through December 31, 2034; impose testing and reporting requirements pertaining to static, idle, inactive and out-of-service pipelines in compliance with applicable Federal, State and local pipeline laws; and make other minor revisions to clarify certain terms and conditions of the franchise. INTRODUCE, WAIVE READING AND PLACE ON THE AGENDA FOR ADOPTION (Relates to Agenda No. 34) (19-7304)

Attachments: Ordinance

VI. SEPARATE MATTER 58

58. Temporary Reinstatement of a Retired County Employee

Recommendation: Reinstate retired County employee James Jones as a 120-day temporary employee in the Chief Executive Office to maintain continuity in the management of critical functions in the development and oversight of the County's budget, and grant an exception to the 180-day waiting period required under the California Public Employee's Pension Reform Act of 2013; and approve the Chief Executive Officer's request to allow Mr. Jones to return as a Deputy, Chief Executive Officer, at a rate of \$176 per hour for up to 960 total hours per fiscal year. (Chief Executive Office) (19-7322)

Attachments: Board Letter

VII. NOTICE OF CLOSED SESSION FOR NOVEMBER 19, 2019

CS-1. <u>DEPARTMENT HEAD PERFORMANCE EVALUATIONS</u> (Government Code Section 54957)

Department Head performance evaluations. (11-1977)

VIII. ADJOURNMENT 59

59. Recommendation by individual Supervisors that the Board adjourn the meeting in memory of deceased persons and/or commemoration of ceremonial occasions. (12-9999)

Agenda

IX. ITEMS CONTINUED FROM PREVIOUS MEETINGS FOR FURTHER DISCUSSION AND ACTION BY THE BOARD

A-1. Continue local emergencies as a result of the following: (a) Discovery of an infestation of fruit flies, as proclaimed on May 10, 1990; (b) Conditions of disaster arose as a result of the discovery of a leak at the natural gas storage wells at the Aliso Canyon storage field affecting the City and County of Los Angeles, as proclaimed on December 10, 2015 and ratified by the Board on December 15, 2015; and (c) Conditions of disaster and extreme peril to the safety of persons and property arose as a result of the La Tuna Fire that started September 1, 2017 and affected the cities of Los Angeles, Burbank and Glendale, as proclaimed on September 3, 2017 and ratified by the Board on September 5, 2017; (d) Conditions of disaster and extreme peril to the safety of persons and property arose as a result of the Rye Fire that started December 5, 2017 and affected the Santa Clarita Valley, as proclaimed and ratified by the Board on December 5, 2017; (e) Conditions of disaster and extreme peril to the safety of persons and property arose as a result of the Creek Fire that started December 5, 2017 and affected the Kagel Canyon and the City of Los Angeles, as proclaimed and ratified by the Board on December 5, 2017; (f) Conditions of disaster and extreme peril to the safety of persons and property arose as a result of the Skirball Fire that affected the City of Los Angeles, as proclaimed on December 6, 2017 and ratified by the Board on December 12, 2017; (g) Conditions of disaster and extreme peril to the safety of persons and property arose as a result of the Woolsey Fire that began in Ventura County that started on or about November 8, 2018 and quickly spread into the County of Los Angeles, as proclaimed and ratified by the Board on November 13, 2018; (h) An imminent threat to public health in Los Angeles County in the form of contaminated fire debris from household hazardous waste created as a result from the Woolsey Fire that started on November 8, 2018, as proclaimed by the Public Health Officer on November 12, 2018 and ratified by the Board on November 13, 2018; (i) Conditions of extreme peril to the safety of persons and property arose as a result of a winter storm beginning January 10 through 18. 2019 affecting the unincorporated communities around Little Tujunga and surrounding areas of Los Angeles County, as proclaimed on January 29, 2019 and ratified by the Board on February 5, 2019; (j) Conditions of disaster or extreme peril to the safety of persons and property arose as a result of a winter storm beginning January 31, 2019 through February 5, 2019 affecting the unincorporated communities throughout the County as well as the Cities of Malibu, Burbank and Los Angeles, as proclaimed on February 14, 2019 and ratified by the Board on February 19, 2019; (k) Conditions of disaster and extreme peril to the safety of persons and property arose as a result of the Saddle Ridge Fire that began on the evening of October 10, 2019 in the City of

Los Angeles impacting the communities of Sylmar, Granada Hills and Porter Ranch and surrounding areas, as proclaimed on October 11, 2019 and ratified by the Board on October 15, 2019; (I) Conditions of disaster and extreme peril to the safety of persons and property arose as a result of Countywide extreme fire weather conditions, public safety power shutoffs and multiple fires including the Tick Complex Fire that began on the afternoon of October 24, 2019 in the unincorporated of Agua Dulce in the County and rapidly spreading to the City of Santa Clarita and surrounding areas, and the Sepulveda Basin Fire in the City of Los Angeles, as proclaimed on October 25, 2019 and ratified by the Board on October 29, 2019; and (m) Conditions of disaster and extreme peril to the safety of persons and property arose as a result of Countywide extreme fire weather conditions, public safety power shutoffs and multiple fires including the Getty Fire that began in the City of Los Angeles on October 28, 2019, and the Oak Fire in the City of Calabasas, as proclaimed on October 28, 2019 and ratified by the Board on October 29, 2019. (A-1)

A-2. CONFERENCE REGARDING POTENTIAL THREATS TO PUBLIC SERVICES OR FACILITIES

(Government Code Section 54957)

Briefing by Sheriff Alex Villanueva or his designee and related emergency services representatives. (A-2)

- A-3. Discussion on the impact of rain storms, flooding, high-surf and swells, and any other weather-related or natural disaster event in Los Angeles County associated with El Niño, to include the County's preparedness and ability to coordinate response and recovery activities, as requested by Supervisor Ridley-Thomas at the meeting of January 12, 2016. (A-10)
- A-4. Discussion and consideration of necessary actions relating to the County's homeless crisis, as requested at the Board meeting of May 17, 2016. (A-11)
- **A-5.** Discussion and consideration of necessary actions on the progress of issues related to Exide, as requested at the Board meeting of June 8, 2016. (A-12)
- A-6. Discussion on the status of the Federal and/or State Budgets, Federal and/or State legislative matters and Executive Orders, and their impact on Los Angeles County, as requested by Supervisor Ridley-Thomas at the meeting of January 17, 2017. (A-13)

- A-7. Discussion and consideration of necessary actions on issues or action taken by the Federal government relating to immigration policies, as requested by Supervisors Barger and Solis at the meeting of January 17, 2017 and revised by Supervisors Solis and Hahn on September 12, 2017. (A-14)
- A-8. Discussion and consideration of necessary actions on issues related to the repeal of the Affordable Care Act, health reform and its impact on Los Angeles County, as requested by Supervisor Ridley-Thomas at the Board meeting of February 21, 2017. (A-15)
- **A-9.** Discussion and consideration of necessary actions on issues related to the implementation of Measure H, as requested by Supervisors Ridley-Thomas and Hahn at the Board meeting of March 14, 2017. (A-16)
- A-10. Report by the Director of Beaches and Harbors on the status of emergency work related to the deteriorated elevated concrete access ramp at Nicholas Canyon Beach, as requested by Supervisor Kuehl at the Board meeting of September 12, 2017. (A-17)
- A-11. Discussion and consideration of necessary actions related to declared outbreaks of infectious disease threatening the public's health in Los Angeles County, as requested by Supervisors Solis and Hahn at the Board meeting of April 30, 2019. (A-18)

E N D

PUBLIC INPUT AT BOARD OF SUPERVISORS MEETINGS

The meetings of the Board of Supervisors are open to the public. A request to address the Board must be submitted in person to the Executive Officer of the Board prior to the item being called. The Board may limit the public input on any item(s), based on the number of people requesting to speak and the business of the Board at the discretion of the Chair. Operating within existing Board Rules, time for public input will be allocated as follows:

<u>Time for speaking*:</u> Comments are limited to a total of six (6) minutes per speaker, per meeting, which can be allocated among the following:

- 1. <u>Items Not Held by a Board Member:</u> A speaker shall have no more than *one* opportunity, up to a maximum of three (3) minutes, to address the Board concerning all items that have not been held by a Board Member.
- 2. <u>Items Held by a Board Member:</u> Agenda items that are held by a Board Member for discussion shall be considered separately. A speaker may have a maximum of two (2) minutes on each item that has been held by a Board Member.
- 3. General Public Comment: A speaker may have a maximum of two (2) minutes to address the Board on Public Comment.

NOTE: Time allotted must be in one minute increments* and a speaker's total time for the above is not to exceed the six (6) minute maximum.

<u>Policy Matters and Public Hearings</u>: Additional time will be allocated for Policy Matters and Public Hearings, which do not count towards a speaker's six (6) minute maximum. The allotted time to comment on Policy Matters and Public Hearings will be announced by the Chair of the Board.

*all times may be increased or decreased at the discretion of the Chair.

If you have any questions or need assistance, please see Executive Office staff or call (213) 974-1411.

CONDUCT IN THE BOARD ROOM

Members of the Public: If you witness conduct or behavior by other members of the public that disrupts your ability to remain engaged or participate in this meeting, please notify the Sergeant-at-Arms or other County staff.

Miembros del Público: Si usted presencia una conducta o comportamiento de parte de otros miembros del público que interrumpe su capacidad para seguir participando o participar en esta reunión, por favor notifique al sargento quien mantiene el orden u otro personal del Condado.

- Speakers must cease speaking immediately when their time has ended;
- Public comment on agenda items must relate to the subject matter of that item;
- General public comment is limited to subjects within the jurisdiction of the Board;
- Public comment does not include the right to engage in a dialogue with Board members or staff;
- Please remain respectful of the forum and refrain from uttering, writing, or displaying profane, personal, threatening, or other abusive statements toward the Board, any member thereof, staff or other persons;
- Members of the audience should be respectful of the views expressed by speakers, staff and Board members, and
 may not clap, cheer, whistle or otherwise interfere with the orderly conduct of the meeting; and
- A person engaging in conduct that disrupts the meeting is subject to being removed from the Board meeting.

AGENDA

In accordance with the Brown Act, all matters to be acted on by the Board must be posted at least 72 hours prior to the Board meeting. In cases of an emergency, or when a subject matter needs immediate action or comes to the attention of the Board subsequent to the agenda being posted, upon making certain findings, the Board may act on an item that was not on the posted agenda.

The majority of the Board's Tuesday agenda is a consent calendar. All matters included on the consent calendar (including Board of Supervisors items and Administrative Matters) may be approved by one motion unless held by a Board Member for discussion. Following the Invocation and Pledge of Allegiance, the Executive Officer will indicate which items have been requested to be held for discussion or continued to a future meeting, and the remaining items will be approved. Items which are set for a time certain may or may not be called up at exactly the time indicated, depending on the business of the Board. The items that are held for discussion may be taken up at any time, depending on the business of the Board. Each item includes a brief summary of the Board member's motion or department's recommended action, and in some instances, a corresponding recommendation from the Chief Executive Officer, indicated in capital letters.

Included at the end of each agenda are items which have been continued from previous meetings for further discussion and action by the Board. This portion of the agenda is commonly referred to as the "A-item Agenda". At the request of a Supervisor, the A-items may be called up for consideration at any time.

INFORMATION RELATING TO AGENDAS AND BOARD ACTIONS

Agendas for the Board meetings are available on Thursday mornings in the Executive Office and on the Internet. A supplemental agenda that includes corrections, additions or deletions to the agenda is available on Friday afternoons. Internet users may subscribe to and access the agenda on the Los Angeles County homepage at http://lacounty.gov under the "Board of Supervisors", and clicking on the "Board of Supervisors Meeting Agendas" link.

Meetings of the Board of Supervisors are recorded on DVD and are available for a nominal charge. A recorded phone message is available immediately following the Board meeting, regarding which items were approved on consent by the Board. A recording of the Board meeting (in Spanish and English) is available within 24-48 hours of a Board meeting at http://bosvideoap.co.la.ca.us/mgasp/lacounty/homepage.asp and transcripts are available at http://file.lacounty.gov/bos/transcripts/.

After each Board meeting, a Statement of Proceedings is prepared, which indicates the actions taken by the Board including the votes, and is available within 10 days following the meeting. Internet users may access the Statement of Proceedings and supporting documents on the Los Angeles County homepage at http://www.lacounty.gov/wps/portal/sop

HELPFUL INFORMATION

General Information(213) 974-1411	Transcripts/DVDs of meetings(213) 974-1424
Copies of Agendas(213) 974-1442	Statement of Proceedings(213) 974-1424
Copies of Rules of the Board(213) 974-1424	
Board Meeting Live(877) 873-8017	Access Code: 111111# (English) 222222# (Spanish)

LOBBYIST REGISTRATION

Any person who seeks support or endorsement from the Board of Supervisors on any official action may be subject to the provisions of Los Angeles County Code, Chapter 2.160, relating to lobbyists. Violation of the lobbyist ordinance may result in a fine and other penalties. FOR INFORMATION, CALL (213) 974-1093.

ALTERNATE LOCATION TO ADDRESS THE BOARD

Any person interested in viewing or addressing the Board during a regular meeting or hearing may do so at the Lancaster Library located at 601 West Lancaster Boulevard, Lancaster, CA 93534. However, documentation to the Board for consideration shall be submitted to the Executive Office of the Board, Room 383, Kenneth Hahn Hall of Administration, no later than 5:00 p.m. the day before the scheduled meeting or hearing. Any documentation submitted at the Lancaster site shall become part of the official record for the matter, but will not be disseminated to the Board prior to the Board's action on such matter. NOTE: This alternate location is being offered as a courtesy, and may not be available if technology fails or if the facility is not available, such as closed due to inclement weather.